

MAKE A DIFFERENCE TODAY: JOIN SPENCER POLICE DEPARTMENT

The Spencer Police Department has career opportunities for those seeking a highly professional organization made of well-trained and equipped officers. We value a diverse and inclusive workforce and will soon move into a new Police Department with state-of-the-art accommodations.

SALARY RANGES:

Officer: \$37,544 - \$56,316 | Master Officer: \$39,416 - \$59,124 | Sergeant: \$45,645 - \$68,468

BENEFITS:

- Lateral transfers are accepted
- Prior military experience is welcomed and is an asset
- 5% 401K contribution paid for by the Town
- May qualify for David W. Treme Academic Scholarship
- NC State Law Enforcement Officers Retirement
- Paid training opportunities
- Paid vacation, sick, holiday, and bereavement leave
- Fitness Center in new Town Hall
- Outstanding Health, Dental, Vision, and Life Insurance. First \$1,000 of health expenses paid by Town and maximum family annual out of pocket \$2,600.
- Free take home car for those residing 30 miles or less from Town limits.
- May purchase AFLAC cancer, wellness, and accident insurance at a reduced group rate
- Uniforms and equipment provided by the department
- 12-hour shifts (not rotating)
- Secondary employment opportunities

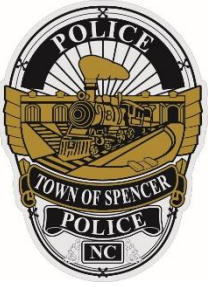
MINIMUM QUALIFICATIONS:

- United States citizen - U.S. born or Naturalized
- At least 20 years of age
- Never convicted of a felony
- No conviction of a Class I or Class II misdemeanor within the past five years
- Have or be able to obtain a valid North Carolina driver's license
- High school diploma or equivalent

PREFERRED QUALIFICATIONS:

- Prior Experience
- BLET (Basic Law Enforcement Training) Certification or Active Enrollment
- College Degree
- Bilingual
- Military Experience

**LET'S START THE CONVERSATION: CALL 704-633-3574
OR EMAIL POLICECHIEF@CI.SPENCER.NC.US**



THE HIRING PROCESS: SPENCER POLICE

The Spencer Police Department has career opportunities for those seeking a highly professional organization made of well-trained and equipped officers. We value a diverse and inclusive workforce and will soon move into a new Police Department with state-of-the art accommodations. The first step for prospective police officers is to submit a Town employment application and NC Personal History Statement (F-3). Applications are accepted on an ongoing basis.

1. TOWN APPLICATION AND PERSONAL HISTORY STATEMENT (F-3):

In addition to the Town of Spencer employment application, applicants **must** complete the N.C. Personal History Statement (F-3), which is required by the North Carolina Criminal Justice Education and Training Standards Commission (NCCJETSC). The F-3 must be completed online at www.ncf3.com. **Printed F-3 forms will not be accepted.** A notarized release of information form shall also be executed by the applicant.

2. APPLICANT PRE-SCREENING: Once the initial application, F-3 form, and release of information form are completed, pre-screening of applicants will include:

- POST Written Exam
- Complete Criminal History
- Complete Driving History
- Credit Check
- FMRT BRAINS Assessment

3. INTERVIEW WITH POLICE INVESTIGATOR: Our background investigator will conduct an interview based on the NCCJETSC background questionnaire (form F-8). This interview will also include fingerprints, photograph, and scheduling a Ride Along if permitted by CDC guidelines.

4. ORAL BOARD: Participate in an oral review board, including standard and scenario-based interview questions. The interview board is normally comprised of the Chief and three Sergeants from the department.

5. BACKGROUND INVESTIGATION: The next step is a thorough background investigation to include interviewing friends, past and present employers and coworkers, family members, and neighbors. This will also include a review of the answers provided on the F-8 (such as criminal history, credit and financial history, employment history), and a review of your social media accounts.

6. TRAINING AGREEMENT: After successfully completing the oral board, qualified applicants will review and sign the Spencer PD Training Agreement.

7. CONDITIONAL OFFER OF EMPLOYMENT: Upon successful completion of the background phase, qualified applicants may receive a conditional offer of employment, to include a preliminary starting salary (dependent on several factors such as education, prior experience, and military service). Applicants who accept a conditional offer of employment, move to the final three phases of the process: Polygraph, Psychological Exam, and Medical Exam (to include a drug screening).

8. POLYGRAPH: A polygraph will be conducted by a licensed polygraph examiner. This is a review of all answers you have given to questions throughout the entire hiring process.

9. MEDICAL / DRUG SCREENING: As required by the NCCJETSC, a Medical History Statement (Form F-1) and a Medical Examination Report (F-2) will be completed. This exam will also include a screening for illegal and prescription drugs.

10: PSYCHOLOGICAL EXAMINATION: The final step is to participate in a psychological examination administered by a licensed psychologist.

CONGRATULATIONS - YOU ARE HIRED! Success in all these steps means you are ready to **MAKE A DIFFERENCE IN A SMALL TOWN!**

**Appropriate dress is required for each stage of the process. Applicants who dress inappropriately may be removed from the process.*